



A Gateway to the Future of Middletown

RUSSELL LIBRARY

123 Broad Street, Middletown, CT 06457

Building Committee

Monday, May 20, 2013, 5:15-6:15 pm

Board Room, Administration Building behind Library on Court Street

Agenda

- I. Call to Order
- II. Public Comments
- III. Review of Committee Responsibility (Board Minutes 4/16/13):

“A Building Committee will be formed to develop a space needs program ultimately leading to a building program with the ability to hire consultants to help in the process (subject to Board approval) as needed.”
- IV. Proposed Plan of Action: The role of the Building Committee is to facilitate the Goals and Aspirations for the Library expressed by the Strategic Planning process.

The Committee’s process is to translate the developing Goals and Aspirations into a Building Program and then to building plans for bricks and mortar.

The Building Committee’s initial tasks:

 - a. To survey and assess the condition of the existing Russell Library assets; Staff, Collections, Equipment and Buildings with professional assistance as required.
 - b. To address the vacant Broad Street property with city authorities (after assessment).
 - c. To develop a building program with a professional library planner around evolving Goals and Aspirations.
- V. Discussion of review of Russell Library by Architect Jeff Hoover of Tappe Associates
- VI. Proposed Timeline
- VII. Next Meeting – please bring your calendar
- VIII. Adjournment